

**NAME:** **CITIZENS LAW ENFORCEMENT REVIEW BOARD (CLERB)**

**LEGAL AUTHORITY:** County Administrative Code, Article XVIII (commencing with Section 340), as amended by Ordinance 7880 (NS), 4/2/91 (61)

**MEMBERS**

**APPOINTED BY:** Nominated by Chief Administrative Officer; appointed by Board of Supervisors.

**MEMBERSHIP COMPOSITION:**

The Review Board shall consist of eleven members, all of whom shall be residents and qualified electors of the County. In making nominations, the Chief Administrative Officer shall attempt to reflect in Review Board membership comprehensive representation of age, sex, socioeconomic status, racial and ethnic background and geographical distribution, including representation of both the unincorporated areas and the cities that contract with the County for law enforcement by the Sheriff's Department.

County employees and persons employed as peace officers and custodial officers shall not be eligible to be members of the Review Board.

**TERMS:** Each member shall serve a term of three years subsequent to initial appointments. A member shall be appointed for no more than two consecutive full terms. Appointment to fill a vacancy shall constitute appointment for one term. The term for all members shall begin on July 1 and end on June 30.

**DUTIES:** The Review Board shall have the authority to:  
Receive, review and investigate citizen complaints filed against peace officers or custodial officers employed by the County in the Sheriff's Department or the Probation Department which allege:

- (A) Use of excessive force
- (B) Discrimination or sexual harassment in respect to members of the public;
- (C) The improper discharge of firearms
- (D) Illegal search or seizure
- (E) False arrest
- (F) False reporting
- (G) Criminal conduct; or
- (H) Misconduct

The Review Board shall have jurisdiction in respect to all citizen complaints arising out of incidents occurring on or after November 7, 1990; provided, however, that the Review Board shall not have jurisdiction to take any action in respect to complaints received more than one year after the date of the incident giving rise to the complaint.

The Review Board shall have no authority pursuant to this subdivision to take action in regard to incidents for which no citizen complaint has been filed with the Review Board.

Review and investigate the death of any individual arising out of or in connection with actions of peace officers or custodial officers employed by the County in the Sheriff's Department or the Probation Department, regardless of whether a citizen complaint regarding such death has been filed with the Review Board.

Prepare reports, including at least the Sheriff or the Probation Officer as recipients, on the results of any investigations conducted by the Review Board. The Review Board is not established to determine criminal guilt or innocence.

Prepare an annual report to the Board of Supervisors, the Chief Administrative Officer, the Sheriff and the Probation Officer summarizing the activities and recommendations of the Review Board.

Notify in writing any citizen having filed a complaint with the Review Board of the disposition of his or her complaint. The Chief Administrative Officer shall also receive appropriate notification of the disposition of citizen complaints.

Review and make recommendations on policies and procedures of the Sheriff and the Probation Officer to the Board of Supervisors, the Sheriff and the Chief Probation Officer.

Establish necessary rules and regulations for the conduct of its business, subject to approval of the Board of Supervisors.

**MEETING DATE  
AND LOCATION:**

Second Tuesday, 5:30 p.m.  
1600 Pacific Highway, Room 302  
San Diego, CA 92101

**COMPENSATION:**

Members of the Review Board shall serve without compensation, except they shall be reimbursed for expenses incurred in performing their duties in accordance with

provisions of the County Administrative Code regulating reimbursement to County officers and employees.

**FILINGS NECESSARY:** Statement of Economic Interests - Form 700 (Processed through CAO, CAO staff collects and processes 700)

**CONTACT PERSON:** **Carol Trujillo**  
Chief Administrative Office  
Mail Stop: A – 210  
619-238-6776

**REVISED:** July 13, 2007